



OFFICE MEMORANDUM

DATE: June 27, 2002

TO: Region Engineers
Region Delivery Engineers
TSC Managers
Resident/Project Engineers
Region Construction Engineers

FROM: Larry E. Tibbits
Chief Operations Officer

John C. Friend
Engineer of Delivery

SUBJECT: Bureau of Highway Instructional Memorandum 2002-10
FieldManager "Guest" User Account

In the past, individuals requiring FieldManager user accounts with a security level of "Read Only" have been added to the FieldManager user list at each office on an as needed basis. The number of people requesting "Read Only" access to FieldManager is significantly increasing, which is causing additional work in requesting, establishing, and maintaining each individual account.

This instructional memorandum is notification that the FieldManager Administration Group will be establishing a new "Guest" user account in FieldManager at all offices that are connected to MDOT's network. This new account will have a Security Level of "Read-Only" and will appear in the FieldManager user list with a User ID of "Guest." It is very important that no one at your office changes any information or removes this account from your FieldManager user list.

The "Guest" account will be established and available for use by July 12, 2002. Those that need read-only access to FieldManager can use the account by logging into FieldManager with a User ID of "Guest" and a password of "Guest." Only MDOT employees that have a valid Netware User ID and valid FieldManager installation will be able to log into FieldManager using this account.

Attached is an updated copy of the FieldManager User's Guide Supplement. The Security Procedures section and Configuring FieldManager For Your Office section have been updated to reflect this new account.

Please contact the FieldManager Help Line at 517-322-1556 if you have any questions.

Chief Operations Officer

Engineer of Delivery

BOHTS:C/T:KF:kab

Attachment

Subject Index: FieldManager

cc: C & T Division Staff
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Design Division, P. Miller
Maintenance Division, C. Roberts
Traffic & Safety Div., J. O'Doherty
C & T Division, J. Culp
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